



**MINUTES OF THE OCTOBER 15, 2013 MEETING OF THE BOARD OF TRUSTEES OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION, INC.**

**BOARD PRESENT:**

Mr. Fu-Tien Chiou, Secretary  
Mr. Joe Czarske, ARCA Representative  
Mr. Wesley Dale, Board Member  
Ms. Kristine Engels, Board Member  
Mr. Douglas Erber, Board Member  
Mr. James Flores, Board Member  
Mr. David Gauthier, Board Member  
Mr. Bob Irlen, Board Advisor  
Ms. Patricia Jordan, Board Member  
Ms. Karen Kinnebrew, President  
Mr. Marvin Malito, Board Member  
Mr. Mariano Sanz, Vice President  
Mr. John Rea, Past President  
Ms. Wendy Sorel, Treasurer

**STAFF PRESENT:**

Ms. Patricia Del Monico, Executive Director  
Ms. Claudia DeMarco, Associate Director  
Ms. Judy Wada, Chief Financial Officer  
Ms. Colleen Mock, Director, Community Services  
Ms. Nancy Spiegel, Director, Info. & Dev.  
Mr. Jahn Rokicki, Director, Children Services  
Ms. Cheryl Perez, Executive Assistant

**GUESTS:**

Mr. Allan Smith, DDS Liaison  
Mr. Ron Bergmann, parent  
Mr. Mead Duley, client

**BOARD ABSENT:**

Mr. George Bird, Board Member  
Mr. David Figueroa, Board Member

**CALL TO ORDER**

Ms. Kinnebrew called the Board Meeting to order at 6:38p.m.

**PRESIDENT'S REPORT**

- a. Ms. Kinnebrew led in the Pledge of Allegiance
- b. Ms. Kinnebrew welcomed Board Members, guests and staff.
- c. Ms. Kinnebrew asked the Board Members and guests to introduce themselves.
- d. Ms. Kinnebrew informed the Board that the Executive Committee met on October 1, 2013 to prepare the agenda for this board meeting.
- e. Ms. Kinnebrew thanked those Board members who have supported HRC by their purchase of tickets for the Wine and Beer Festival and reminded everyone that tickets were still on sale and the event is scheduled for Sunday, October 20<sup>th</sup>.

- f. Ms. Kinnebrew reminded the Board that the next Board Meeting is scheduled for Tuesday, November 19, 2013 at 8:00 a.m.
- g. Ms. Kinnebrew also reminded the Board that there is no meeting in December. The following meeting will be on January 21, 2014 at 6:30 p.m.

**APPROVAL OF THE MINUTES OF THE SEPTEMBER 17, 2013 BOARD MEETING.**  
**Ms. Engels moved to accept the SEPTEMBER 17, 2013 minutes of the Board meeting, and**  
**Mr. Sanz seconded the motion, which was approved by the Board.**

### **TREASURER'S REPORT**

Ms. Sorel reviewed the following financial statements: Harbor Regional Center Monthly Financial Report Fiscal Year 2012-13, dated August 2013; Harbor Regional Center Functional Expenditures dated August 2013 and the Harbor Regional Center Line Item Report dated August 2013.

**Mr. Erber moved to approve the Treasurer's Report for Harbor Regional Center and Ms. Engels seconded the motion, which was unanimously approved by the Board.**

### **EXECUTIVE REPORT**

**1. INSURANCE SCHEDULE:**

Ms. Del Monico advised the Board that the yearly insurance coverage schedule was included in their Board packet for their review.

**2. 2012/2013 BUDGET UPDATE:**

Ms. Del Monico updated the Board on the most recent SOAR. Ms. Del Monico reported that DDS has indicated that they intend to provide a sixth amendment to last F.Y.'s contracts and briefly reviewed with the board the expected allocation.

**3. FY 2013-14 BUDGET STATUS:**

Ms. Del Monico advised the Board that there will likely be a revision to the way centers report on the sufficiency of their allocations. At this time, DDS has not provided instruction as to the current year SOAR and therefore there is no information as to the statewide sufficiency status. Ms. Del Monico will keep the board informed in this matter.

**4. DDS DIRECTOR UPDATE:**

Ms. Del Monico reported that the Secretary of Health & Human Services is still in the recruitment for the position of Director of the Department of Developmental Services due to the retirement of Terri Delgadillo. Secretary Dooley has indicated she will schedule a meeting with the ARCA Executive Committee to receive input.

**5. DC TASKFORCE UPDATE:**

Ms. Del Monico called the Board's attention to the ARCA Task Force Testimony report that was included in their board packet prior to the meeting. Ms. Del Monico reviewed the key points of the testimony and advised the Board that we hope to have access to the Task Force Report to the Legislature at the November Board meeting.

**6. LEGISLATION:**

Ms. Del Monico provided the Board with information regarding several bills which have been passed by the Legislature and signed by the Governor and which will impact regional centers and people with developmental disabilities. Ms. Del Monico will report further concerning implementation of these new statutes at future Board meetings.

**7. SURVEY: ABUSE OF PEOPLE WITH DISABILITIES:**

Ms. Del Monico reported that the Disability & Abuse project recently released a report entitled; "Abuse of People with Disabilities: Victims and Their Families Speak Out" which analyzes the survey results. Discussion followed.

**8. THE WAY FORWARD ETC:**

Ms. Del Monico announced that The Way Forward movement is currently engaged in planning a forum that will take place on April 3<sup>rd</sup> and 4<sup>th</sup>, 2014 at the Marriott in Manhattan Beach. Discussion followed and Ms. Del Monico advised the Board members that further details will be forthcoming.

**9. PRESENTATION:**

Ms. Claudia DeMarco, Associate Director presented information to the Board concerning our recent activities related to our "diversity" initiative.

**Mr. Sanz moved to approve the Executive Report. Mr. Flores seconded the motion, which was unanimously approved by the Board.**

**COMMITTEE REPORTS**

**a) AUDIT**

Mr. Erber informed the Board that the committee met on September 4, 2013. Mr. Erber advised the Board that the final report of the independent auditors, Lautze and Lautze, will be provided to the Board at the November meeting.

**c) CLIENT ADVISORY**

Ms. Mock announced that the Health & Wellness Fair was held at HRC over the weekend, there were over 100 attendees and it was a huge success.

d) **CLIENT SERVICES**

Mr. Chiou reported that the Committee met on September 24, 2013 and called the Board's attention to the committee minutes which were included in the board packet prior to the meeting for review.

e) **COMMUNITY & FINANCIAL DEVELOPMENT**

Mr. Rea updated the Board on the Committee's activities including the Harbor Regional Holiday Campaign and reported that the Rotary Club plans to donate to the campaign the proceeds of an upcoming bike tour event and the Beer & Wine Festival.

Ms. Del Monico asked the Board to consider an allocation of \$20,000.00 from the Harbor Help fund to support the HRC Holiday Campaign.

**Mr. Flores moved to approve an allocation of funds from the HARBOR HELP FUND in the amount of \$20,000.00 to support the HRC Holiday Campaign. Mr. Czarske seconded the motion, which was unanimously approved by the Board.**

f) **SERVICE PROVIDER ADVISORY**

Ms. Engels called referred to the committee minutes that were provided prior to the meeting and briefly reviewed the details of the last committee meeting.

g) **BOARD PLANNING**

Ms. Sorel briefly reviewed the committee minutes with the Board and called the Boards attention to the HRC Performance Plan for 2014 which was handed out at the meeting for the Board to review and approve. Ms. Spiegel reviewed the Performance Plan and sought input from all those present

**Mr. Rea moved to approve and accept the HRC Performance Plan for 2014. Ms. Engels seconded the motion, which was unanimously approved by the Board.**

g) **RETIREMENT**

Mr. Czarske reported that the committee did not meet but will receive the Retirement Plan report for the first quarter of the fiscal year soon.

h) **ARCA**

Mr. Czarske reported that the next meeting will be held in Los Angeles at the Embassy Suites Hotel and all interested are invited to attend. Mr. Czarske will report at the November Board meeting.

i) **HOPE (Home Ownership for Personal Empowerment)**

Mr. Irlen announced that the Los Altos Art Gallery event was very successful and raised over \$3,000.00 for HOPE. Mr. Irlen also reminded the Board that HOPE is having it's annual Golf & Tennis Fundraising Tournament at the Rolling Hills Country Club on November 4, 2013 and encouraged the Board to participate.

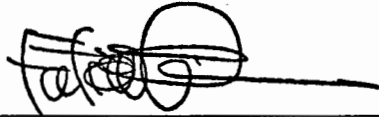
**Mr. Gauthier moved to accept the committee reports and Mr. Dale seconded the motion which was unanimously approved by the Board.**

**PUBLIC INPUT**

None

The meeting adjourned at 8:31 p.m.

Submitted by: \_\_\_\_\_



Mr. Fu-Tien Chiou, Secretary  
Harbor Developmental Disabilities  
Foundation, Inc. Board of Trustees